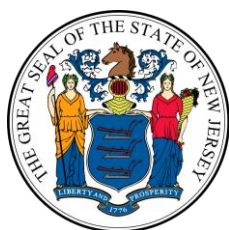


Teacher Advisory Panels

New Jersey Department of Education
**Office of Strategic Communications and
Partnerships**

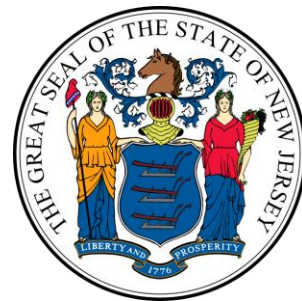


Teacher Advisory Panels

The purpose of forming a New Jersey Teacher Advisory Panel (TAP) is to empower teachers to discuss current topics in education, creatively problem solve and propose solutions to some of the issues facing educators and policy makers. Teachers often have solutions to problems that work in their classrooms that can be expanded and adapted to larger scale, but lack a venue to share that information. They also have a unique insight into potential problems in the implementation of new initiatives. TAP will allow these teachers to become advocates for the profession who are respected for their experience and expertise by having input into the decision making process.

Description

The New Jersey Department of Education (NJDOE) invites public school districts and charter schools to participate in the pilot of the 2012-2013 New Jersey Teacher Advisory Panels. The goal of this program is to find teacher leaders to serve as advisors to NJDOE staff in the implementation of specific department initiatives in order to promote educational excellence throughout the state of New Jersey. Panelists will be teacher leaders who would understand how educational policy is made at the local, state, and national levels and understand the roles of stakeholders in formulating those policies. Panelists will share their expertise with staff members to advocate for student needs and for practices that support effective teaching and increase student learning.



“Hands down, New Jersey’s most important and valuable resource for our students is our teachers. Across our state, effective teachers are doing excellent work in our schools, engaging children in subject matter and drawing out of them the critical thinking skills and the passion for knowledge to make learning a lifelong endeavor.”
Governor Chris Christie

“Effective, passionate teachers are the essential agents to any reform agenda we embark upon for our schools,”
Commissioner Chris Cerf

CHARGE

Section 1- *Composition.*

The Teacher Advisory Panel will consist of three regional groups of between twenty to thirty classroom teachers each. The DOE is looking for a diverse group of teachers that represent all levels and subject areas in order to gain a more complete picture of education in New Jersey and will construct the panels with that in mind. There will be a concerted effort to include teachers at various stages of the career cycle and to appoint at least one teacher who has less than 5 years of teaching experience.

Section 2- *Function.*

Panel members will be presented with a different current policy issue in education for discussion each month. The goal is to have panel-driven discussion whose feedback will advise DOE staff on policy issues. At each meeting, panel members will:

- Be briefed on the topic;
- Constructively discuss how they are experiencing the issue in their schools;
- Creatively problem solve and share best practices; and
- Advise DOE staff on solutions and concerns.

Section 3- *Logistics.*

The Teacher Advisory Panel will be an advisory body to the Department of Education. Each Teacher Advisory Panel will meet once a month regionally, with state-wide summits twice a year. The monthly meetings will be held from 4:00-6:00pm at site(s) to be determined.

QUALIFICATIONS

A teacher is defined as a regular classroom teacher who spends 100% of his/her time in Pre-kindergarten -12th grade classrooms working with students.

Teacher Advisory Panel Candidates must:

1. Be a classroom teacher for a minimum of three years and plan to remain a classroom teacher for an additional three years.
2. Demonstrate a strong commitment to school improvement as evidenced by involvement at a school, community, state, national, or international level, and supported by a letter of recommendation that can attest to that.
3. Be knowledgeable about educational policy issues and show teacher leadership.
4. Be willing to engage in constructive discussion about current issues in education.

SELECTION PROCESS

1. Information and materials for candidates who wish to be considered for a Teacher Advisory Panel will be disseminated through the DOE website, newsletter, and through our various strategic partners.
2. Candidates who wish to be considered will need to submit a resume, fill in the candidate information form, answer the narrative responses (using size 12 font, double-spaced), and **submit a letter of recommendation from a supervisor or administrator who can speak to their abilities and potential as a teacher leader.**
3. Candidates must send resume, completed information sheets, responses, and recommendations by **Monday, January 7, 2013** to jeanne.delcolle@doe.state.nj.us or send via US Mail to:

New Jersey Department of Education
100 River View Plaza
PO Box 500
Trenton, NJ 08625-0500
Attn: Jeanne DelColle

Teacher Advisory Panel Candidate Instructions

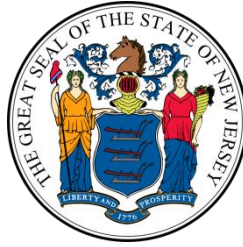
Application Steps

1. Complete the application, found below, along with the other required documents. To submit your application, please send via US Mail or scan and e-mail the information that includes the completed documents, your resume, and a letter of recommendation **by Monday January 7, 2013.**

Core Components

This application includes four required components:

1. Personal/Background Information Sheet
2. Narrative Questions - Applicants will prepare responses to three (3) questions about your qualifications.
3. Resume
4. Letter of Recommendation that demonstrates support from your school or district administrator for participation in the program.



TEACHER ADVISORY PANEL INFORMATION SHEET

Name ☐ Dr. ☐ Mr.
☐ Ms. ☐ Mrs. _____

Address _____

City State Zip

County _____

Email _____

Grade (s) **currently** teaching: _____

Subject Area Taught

____ Reading/English/Language Arts ____ Science ____ Mathematics

____ Social Studies ____ Fine Arts ____ Foreign Language

____ Other (please specify): _____

Total Years in Education: _____

Number of years at current position: _____

School District: _____

School Name: _____

School Address: _____
Street City State Zip

School Profile (Check One)

☐

Urban

☐

Suburban

☐

Rural

Number of Students in District/Building

District: _____ Building: _____

School Phone: (____) _____ Ext: _____ School Fax: (__) _____

School Administrator: _____

Name

Title

Phone: (____) _____ Ext: _____

Administrator's Email: _____

Please list candidate awards and honors with dates.

Teacher Advisory Panel

Narrative Responses

Please tell us about your experience and qualifications for this fellowship opportunity by responding to each of the three questions below. **Responses should be no longer than 500 words for each question.** (Please type your responses to the following using size 12 font and double-spacing.)

1. Leadership

Discuss your education, personal background, school, community, or other professional leadership roles that led to positive change in your school or community. Provide specific examples of your leadership with other educators and school stakeholders and discuss how you measured your effectiveness. You may describe factors leading to success, how you overcame challenges, and how you have worked with people with contradictory or opposing views.

2. Interests and Expertise

Discuss your understanding of the of the challenges facing education in New Jersey, the priorities of the NJDOE and how your teaching experience can inform the department's work, particularly regarding: supports for excellent teaching such as preparation, evaluation, professional development, and/or career advancement; ensuring the most challenged schools have highly effective teachers; transitioning to more rigorous standards and assessments; and/or rapidly improving the most underachieving schools. Describe areas of greatest interest to you and explain how work in this area may support your future plans. What process would you use to address these challenges?

3. Communication Skills

Describe your experience writing and orally presenting on education issues. Provide examples of the different forums in which you have made presentations or led discourse and describe the professional networks in which you participate and which could serve as potential vehicles for outreach to other teachers. Discuss strategies you have employed to get people involved and effectively communicate complex or difficult information or to resolve challenges you faced.

Next Steps

Applications are due **Monday, January 7, 2013**. It is recommended that you review your application prior to submission. Once it has been submitted, changes cannot be made to your application.

Finalists will be notified by e-mail or phone by late January.

The 2012-2013 Teacher Advisory Panel members will be announced in January and the first meeting will take place in early 2013.

Any questions please contact Jeanne DelColle @ jeanne.delcolle@doe.state.nj.us

All materials must be received by Monday, January 7, 2013
Please send all completed packets to:

New Jersey Department of Education
100 River View Plaza
PO Box 500
Trenton, NJ 08625-0500
Attn: Jeanne DelColle
or
jeanne.delcolle@doe.state.nj.us

